Wisconsin Department of Regulation & Licensing

Mail To: **P.O. Box 8935**
Madison, WI 53708-8935

1400 E. Washington Avenue
Madison, WI 53703

FAX #: (608) 261-7083
Phone #: **(608) 266-2112**

E-Mail: web@drl.state.wi.us
Website: http://drl.wi.gov

LICENSED PRACTICAL NURSE
LICENSURE BY EXAMINATION APPLICATION
BOARD OF NURSING

Under Wisconsin law, the Department must deny your application if you are liable for delinquent state taxes or child support (sec. 440.12, Stats.).

PLEASE TYPE OR PRINT IN INK

☐ Your name and address are available to the public.
Check box if you wish your name & address withheld from lists of 10 or more credential holders (sec. 440.14, Stats.)

Last Name	First Name	MI	Former / Maiden Name(s)

Your Street Address (number, street, city, state, zip)

Mail To Address (if different)

Date of Birth
_____ _____ _____
month day year

Daytime Telephone Number
( ) _____ - _____

Ethnic/gender status information is optional.

Sex: ☐ M ☐ F

Ethnic: ☐ White, not of Hispanic origin ☐ Black, not of Hispanic origin ☐ Hispanic ☐ American Indian or Alaskan ☐ Asian or Pacific Islander ☐ Other

Nursing School: _____

School Address: _____
(City) (State)

Graduation Date: _____ _____ _____
month day year

Type of Degree: _____

What is your state of primary residence?

_____

If not Wisconsin, do you plan to move to Wisconsin and take up primary residence?

☐ **Yes** ☐ **No**

APPLICATION FEES

Make check payable to Department of Regulation and Licensing and attach to application.

☒ $ 53.00 Initial License Fee
$ 15.00 Contract Exam Fee
$ 68.00 Total Fee Attached

CHECK BOX FOR TEMPORARY PERMIT

☐ **$ 10.00** in addition to the above fee (*non-renewable and non-refundable*)

For Receipting Use Only

Wisconsin Department of Regulation & Licensing

APPLICATION IS NOT COMPLETE UNTIL ALL OF THE FOLLOWING DOCUMENTS HAVE BEEN RECEIVED:

1. Fee(s) attached to this completed 5 page application (Form #738).

2. Statement of Graduation from Nursing School (Form #259). **(U.S. graduates only. Please do not request transcripts as they do not contain the information we require.)**

3. Verification of licensure (Form #741) (include all states you have ever held a license as a nurse active and inactive licenses). See below.*

4. Conviction and Pending Charges (Form #2252) (if applicable).

5. Copies of malpractice suit(s). Submit copy of court documents of criminal complaint and judgment of conviction (if applicable).

6. Statement of Foreign Nursing Education (Form #1006). (Foreign graduates only.)

7. CGFNS certificate if applicable (foreign graduates only). (See Form #706)

PRACTICE: Account for all activities and practice from date of graduation to the present time. **Must include professional and non-professional activities. ALL dates and time must be accounted for.** (Attach additional sheets if necessary)

	EMPLOYER/ACTIVITY	**CITY/STATE**	**DATES (from - to)** mo/yr
1.			
2.			
3.			
4.			
5.			
6.			

I AM, OR HAVE BEEN, LICENSED IN THE FOLLOWING STATE(S) (Include all active and inactive states):

By Written Exam: _____

By Endorsement/Reciprocity: _____

***Verification of each license you currently hold or have held is required in writing from every state board you have ever held a nursing license. To verify a license from a compact state use must first view the Nursys website at www.nursys.com to see if your verification can be processed through Nursys. Please follow their instructions for online processing. For verification of all licenses in other states use From #741.**

ANSWER THE FOLLOWING QUESTIONS: (Attach additional sheets if necessary.)

		YES	NO
1.	Have you ever had a finding of abuse or misappropriation placed against you on the Wisconsin Nurse Aide Registry of the Department of Health & Social Services or any other state's registry? **If yes, give details on an attached sheet, including date and type of action.**	❑	❑
2.	Are you familiar with the state health laws and rules and regulations of the Wisconsin Department of Health and Family Services regarding communicable diseases?	❑	❑
3.	Have you ever surrendered, resigned, cancelled or been denied a professional license or other license in Wisconsin or any other jurisdiction? **If yes, give details on an attached sheet, including the name of the profession and the agency.**	❑	❑
4.	Have you ever failed to pass any state board examination or NCLEX? **If yes, give details on an attached sheet.**	❑	❑
5.	Has any licensing agency ever taken any disciplinary action against you, including but not limited to, any reprimand, suspension, probation, limitation, revocation? **If yes, attach a sheet providing details about the action, including the name of the licensing agency and date of action.**	❑	❑
6.	Is disciplinary action pending against you in any jurisdiction? **If yes, attach a sheet providing details about pending action, including the name of the agency and status of action.**	❑	❑
7.	Do you have any felony or misdemeanor charges pending against you? **If yes, attach a sheet providing details about the pending charge, copy of the court documents and status of the charge. (Please do not give details on minor traffic charges, but do include information relating to Driving While Intoxicated (DWI) charges.)**	❑	❑
8.	Have you ever been convicted of a misdemeanor or a felony? **If yes, attach a sheet providing details about the crime, including date of conviction, penalty and a copy of the court documents. (Please do not give details on minor traffic convictions, but do include information relating to Driving While Intoxicated (DWI) charges.)**	❑	❑
9.	Are you incarcerated, on probation or on parole for any conviction? **If applicable, attach a sheet providing details including the terms of incarceration and a copy of a report from your probation or parole officer.**	❑	❑
10.	Have any suits or claims ever been filed against you as a result of professional services? **If yes, submit a copy of the claim or suit and a copy of the final settlement or disposition.**	❑	❑
11.	Are you registered, certified, or licensed in any other profession(s)? **If yes, state what profession(s) and in what states(s).** _____	❑	❑
12.	Have you ever been registered, certified, or licensed under any other name(s)? **If yes, state name(s) credentialed under.** _____	❑	❑

For the purposes of these questions, the following phrases or words have the following meanings:

"Ability to practice as a licensed practical nurse" is to be construed to include all of the following:

1. The cognitive capacity to make appropriate clinical diagnoses and exercise reasoned nursing judgments and to learn and keep abreast of nursing developments; and

2. The ability to communicate those judgments and nursing information to patients and other health care providers, with or without the use of aids or devices, such as voice amplifiers; and

3. The physical capability to perform nursing tasks such as physical examination and surgical procedures, with or without the use of aids or devices, such as corrective lenses or hearing aids.

"Medical condition" includes physiological, mental or psychological conditions or disorders, such as, but not limited to orthopedic, visual, speech, and hearing impairments, cerebral palsy, epilepsy, muscular dystrophy, multiple sclerosis, cancer, heart disease, diabetes, mental retardation, emotional or mental illness, specific learning disabilities, HIV disease, tuberculosis, drug addiction and alcoholism.

"Chemical substances" is to be construed to include alcohol, drugs or medications, including those taken pursuant to a valid prescription for legitimate medical purposes and in accordance with the prescriber's direction, as well as those used illegally.

"Currently" does not mean on the day of, or even in the weeks or months preceding the completion of this application. Rather, it means recently enough so that the use of drugs may have an ongoing impact on one's functioning as a licensee, or **within the past two years.**

"Illegal use of controlled dangerous substances" means the use of controlled dangerous substances obtained illegally (e.g. heroin or cocaine) as well as the use of controlled dangerous substances which are not obtained pursuant to a valid prescription or not taken in accordance with the directions of a licensed health care practitioner.

		YES	NO
13	Do you have a medical condition which in any way impairs or limits your ability to practice nursing with reasonable skill and safety? **If yes, please explain.**	❑	❑
14.	Does your use of chemical substance(s) in any way impair or limit your ability to practice nursing with reasonable skill and safety? **If yes, please explain.**	❑	❑
15.	Are the limitations or impairments caused by your medical condition reduced or ameliorated because you receive ongoing treatment (with or without medications) or participate in a monitoring program? **If yes, please explain.**	❑	❑
16.	Are the limitations or impairments caused by your medical condition reduced or ameliorated because of the field of practice, the setting or the manner in which you have chosen to practice? **If yes, please explain.**	❑	❑
17.	Have you ever been diagnosed as having or have you ever been treated for pedophilia, exhibitionism or voyeurism? **If yes, please explain.**	❑	❑
18.	Are you currently engaged in the illegal use of controlled dangerous substances?	❑	❑
19.	If yes, are you currently participating in a supervised rehabilitation program or professional assistance program which monitors you in order to assure that you are not engaging in the illegal use of controlled dangerous substances? **If yes, please explain.**	❑	❑

PLEASE READ AND SIGN BELOW

I, the above-named applicant, state that I am the person referred to in this application and that all the statements herein contained are each and all strictly true in every respect. I understand that false or forged statements made in connection with this application may be grounds for revocation of my license or other disciplinary action. I also understand that if I am issued a license, failure to comply with the laws or rules of either the Board of Nursing or the Department of Regulation and Licensing will be cause for disciplinary action.

_____ _____

Applicant Signature Date

Wisconsin Department of Regulation & Licensing

SOCIAL SECURITY NUMBER. Your social security number (or employer identification number if you are applying as a business entity) must be submitted with your application on this form. If you do not have a social security number you must submit a statement under oath or affirmation. If your social security number or a statement is not provided, your application will be denied.[1] A form for submitting a statement that you do not have a social security number is available from the department.

(Please Print)

_____

First Name Middle Initial Last Name

_____

Profession

Date of Birth _____ _____ _____

month day year

☐☐☐ - ☐☐ - ☐☐☐☐

Social Security Number or FEIN

The Department may not disclose the social security number collected above except to the Department of Workforce Development for purposes of administering the child and spousal support program,[2] to the Department of Revenue for the purpose of determining whether you are liable for delinquent taxes,[3] and to the federal Healthcare Integrity and Protection Data Bank for the purpose of reporting adverse actions against health care practitioners.[4]

[1] Section 440.03 (11m), Wis. Stats.

[2] Sections 49.22, and 440.13, Wis. Stats.

[3] Section 440.12, Wis. Stats.

[4] Health Insurance Portability and Accountability Act (HIPAA) of 1996

This form is authorized by secs. 440.12 and 440.14, Wis. Stats. Making a false statement in connection with this application may result in revocation or denial.